

March 30, 2011
Notes from CRRRA membership meeting
Recorded by Jennifer Younger

Overview of meeting: Discussion of strategic plan, usability tests – exciting second version for enhanced functionality and searching capabilities, and membership dues

Strategic plan – opportunity to shape and communicate where we are going, by and through committees, members and the Board, and with/to our users and stakeholders

- What is important to you?
- What impacts your institution, and how?
- What strategies are needed?
- What priorities are high on your list? Circle top 3 for priorities and questions.

Janice – strategic move to hire Pat without whom we could not have made such significant progress
Pat – review of key goals and progress of last year, including enhancements for full searching of EAD records, exploration of text-mining techniques, digitization project for Catholic pamphlets, mentioned Eric’s movies online of text-mining and searching, setting up procedures for adding to existing content on portal from any given institution, updated metadata guidelines, submitting an NEH proposal to build capacity (endowment, funding for staff for finite terms)

Why does a goal occur in two places? Because relates to work of more than one group within CRRRA, e.g., 1.2 is same as 2.1: takes both Collections Committee and DAC to look at ways of facilitating updating of member records and content.

Voting for top 3 priorities

- 1.1 – 3
- 1.2 – 14 & 2 for 2.2 for total of 16 -
- 1.3 –
- 1.4 – 20 – number 1
- 3.1 – usability studies – will be done so no need to prioritize this one
- 3.2 – 5
- 3.3 –
- 3.4 –
- 3.5 – 7
- 3.6 – 2
- 3.7 – 3
- 4.1 – 6 4.2 - 4 - combine 4.1 and 4.2 a= for total of 10 Number 3
- 4.3 - 5
- 4.4 – 2
- 4.5 – 3

Comment that goals under 1 and 2 really pop out as the “what we do” while goals 3 and 4 are more in the lines of supporting the portal

Top 3 priorities:

- 1 1.3 Draft a plan for increasing digital content in the portal.

Very important. Demian: Need core of digital content on the portal to bring people in, support text mining capabilities. All hands went up responding that digitization is happening at their institution. Text-mining is a great service on digital content. Pat gave example of finding “weaker sex” in Catholic pamphlets. Jonathan: using community of interest to leverage growth of digital content. VuDL has new functionality for transcription which will enable easy addition of content. Eric: more than an index.

Focus on what? Pat: want in the end a curated collection. Eric: Easy to do things, such as Catholic pamphlets which are flat, typed, out of copyright. Could also chose to focus on rare or unique items of great value, but potentially more difficult to do. Pat: digitization on demand? Demian: offered assistance from Villanova. Joe: CRRRA could offer funds at some point, if/when sufficient. Where is the center of gravity is on Catholic issues? How would we learn? These could be exciting areas and a way to be really current? Maybe our CRRRA Scholars Committee? Professional societies in regard to social historians, others. Newspapers have come up as important content. Theresa: outreach project for Pat & Jennifer at scholarly professional associations. Pat: survey of Catholic colleges & universities on digital content now, interest, etc. Alma: in focus group, invited Greek Orthodox, locally, national as well as scholars in more obviously Catholic areas.

Pat: do some focus groups this fall with scholar user community. NEH grant will build capacity. One option is to set up a scholarship for a scholar to work with material accessible via the portal.

Jonathan: keep in mind the “since 1922” realm of copyrighted books. Disadvantage ...

Matt: Archive It has about 130 member. Matt is capturing web sites of electronic records; how are we archiving digital materials, could CRRRA get involved in that? Create MARC records for captured web sites and put into the portal? E.g. women’s ordination conference, newsletters, etc. that appear only online formats. Is the goal to digitize only members’ content or beyond? If the portal, what are the characteristics of desirable content in scope? Look for material in the Open Internet Archive. Fran: have some materials that are not-unique in print but are or would be unique or uncommon in digital format. For those owning copyright, what kind of license terms would they make to allow use, for some or all purposes, etc. Darren: Ensure digitizing agency is indemnified by copyright or materials owner. Jonathan: help digitize collections at small institutions, such as diocesan archives who are unlikely to have resources to digitize themselves and who may never be CRRRA members.

- 2 1.2 & 2.1 on facilitating continual updating of member records and content – fresh (&refresh) content, robust, expanded volume of content – initial approach of sending records to Eric is not sustainable. The recipe: Step 1: form a local team of collections to identify content, cataloging & metadata to get data in, computers & systems to get stuff out, reports Step 2: identify local collections in scope, add a flag in local records “destined for CRRRA,” e.g., in local note field 590 subfield a with value of CRRRA, then save as MARC file Step 3: Put file on a server someplace and send Eric the address Step 4: Eric will harvest files and records on regular, periodic basis, and add to portal.

What are the challenges in implementing such a recipe? Links to digital objects in 856 field. Yes, add links in 856 field for digital objects. Yes, need to involve bibliographers. Start process at time of purchase if possible (Alan). Is there a “cut off” for what is uncommon? Yes, define uncommon as fewer than 10 or 12 records in WorldCat as ballpark. Notable exception (Matt, Susan) when an item is part of a distinctive special collection. What about collection level

descriptions to tie individual records together? Another notable exception is having items in digital format (Joe, Alan).

Recipe works for EAD records and materials too. Generate files of EAD records. Eric will harvest those files too. Put MARC records in one file. Put EAD records in another file. Can be on same server. Develop site map? Joe: can do now in site map. Make Google-ization possible for greater visibility. **Add to list of things to do.**

Get the Catholic portal & CRRRA on the radar at your local institution. Pat. What would help? Joe, haven't thought much about it. Campuses have offices of mission and identity which are charged with describing. Bring those people in on communication of mission. Jennifer: give directors some talking points to use on campus. Darren: Give doctoral students for example a way to communicate/be part of a community of scholars and other users. Joe: echo, develop community of scholars and support new ways of sharing scholarly communication, this community can identify new and other kinds of important information. Think about new social environment: build a portal that is more than a portal: a new level of usability. Incorporate some questions into usability testing. Emphasis on scholars community came up in focus groups too.

How can CRRRA help you make this happen? Pat: Collections Committee putting in regular update on collections to reaffirm, keep people informed. Updates are archived on blog. Can search the blog.

What about Catholic-related collections at secular institutions? Joe asked. Jennifer: on radar screen, question of how fast we can grow, our interest is in content and members who will support the mission which isn't limited to Catholic institutions

3 4.1 & 4.2 on developing business plan and growing membership

Jennifer reported out on work of Membership Dues Task Force and discussion.

- **Capacity basis is important. Important for everyone to feel they are paying a fair share and their fair share.**
- **Ask institutions who don't feel they can pay the minimum dues to make a proposal with specific budget numbers, etc. on what they can pay. Board reviews and works something out. Then, we don't have to publish a too low fee structure. Avoids being arbitrary and capricious.**
- **Members should be the "general library" who would also sponsor and bring in other smaller collections in their sphere of influence, with the definition of "sphere of influence" being defined locally. Such as University Archives if not part of the main library, a diocesan archive located in the library or on the campus, a religious order archive, or other. Enable local/regional/order network of collaboration: to advance the big goal. Use the university library budget as the "total library budget" for setting dues.**
- **Amend recommendation to say "total university library budget (excluding professional school libraries, such as medical and law) but including branches that are part of the university library.**

Other comments. Set up an endowment. Ask publishers for assistance.

What about an annual meeting? Yes.